



Finance & Administration Committee

Committee Meeting

60 Central Ave
Cortland, NY 13045
<http://www.cortland-co.org>

~ Agenda ~

Tuesday, April 19, 2022

10:00 AM

Board Room

WebEx Meeting Information

<https://cortlandny.webex.com/cortlandny/j.php?MTID=m1d3b379d14e1241b4089c6ef770294de>

Tuesday, Apr 19, 2022 10:00 am | 1 hour | (UTC-04:00) Eastern Time (US & Canada)

Meeting number: 2348 467 4590

Password: 4FIBVJB8UM3

Join by phone

+1-415-655-0001 US Toll

Access code: 234 846 74590

CALL TO ORDER

Attendee Name	Present	Absent	Late	Arrived
Committee Member Sandra Price	☐	☐	☐	
Committee Chair George Wagner	☐	☐	☐	
Committee Member Linda Jones	☐	☐	☐	
Committee Vice Chair Christopher Newell	☐	☐	☐	
Committee Member Beau Harbin	☐	☐	☐	
Committee Member Richard Stock	☐	☐	☐	
Committee Member Mitchel Eccleston	☐	☐	☐	

MINUTES

1. Finance & Administration Committee - Committee Meeting - Mar 15, 2022 10:00 AM

RESOLUTIONS

ON MOTION OF WAGNER

AGENDA ITEM NO. 1

Authorize the County Administrator to Award Food Bids

WHEREAS, Cortland County is required to bid for food and other items on a regular basis, AND

WHEREAS, it is in the best interest of Cortland County for the County Administrator to have the authority to award such bids based on adherence to the County's purchasing policy, NOW THEREFORE BE IT

RESOLVED, that the County Administrator is authorized to award such bids, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized and directed to sign agreements to award these bids to the chosen vendor.

ON MOTION OF WAGNER

AGENDA ITEM NO. 2

Authorize County Administrator to Award Grants

WHEREAS, Cortland County receives grants and other funding on a regular basis, AND

WHEREAS, it is in the best interest of Cortland County for the County Administrator to have the authority to accept such grants and amend budgets based on grant proceeds providing the grants do not require the creation of any new positions and there is no County match required, NOW THEREFORE BE IT

RESOLVED, that the County Administrator is hereby authorized to award such grants and amend budgets based on grant proceeds providing the grants do not require the creation of any new positions and there is no County match required, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized and directed to sign agreements to accept the grant, AND BE IT FURTHER

RESOLVED, the Director of Finance shall carryover all unused grant funds to the subsequent year(s) budget covered by the grant, per the approved grant agreement.

ON MOTION OF WAGNER

AGENDA ITEM NO. 3

Authorize County Administrator to Approve Budgeted Contracts - County Administration

WHEREAS, Cortland County enters into contracts with many organizations as part of daily business, AND

WHEREAS, during the budget process each year the funds are appropriated and approved by the Legislature, AND

WHEREAS, this is a duplication that slows down the County's contracting process and takes up valuable time for the Legislators to approve an item that has already been approved in the budget process, AND

WHEREAS, it is in the best interest of Cortland County for the County Administrator to have the authority to approve these contracts which have been approved in the County Budget, NOW THEREFORE BE IT

RESOLVED, that the County Administrator be and hereby is authorized, upon review and approval by the County Attorney or designee, to sign agreements which are approved in the current fiscal year County Budget.

ON MOTION OF WAGNER

AGENDA ITEM NO. 4

Authorize First Quarter 2022 Sales Tax Distribution - Finance

WHEREAS, the Cortland County Legislature adopted Resolution No. 221-18, which provides for the distribution of sales tax from the County to local municipalities, AND

WHEREAS, the sales tax sharing agreement provides for the deduction directly from the gross sales tax distribution received from the State of New York a fixed sum of \$1,500,000 for County purposes, with the remaining balance of the revenues to be distributed for use by the County, City of

Cortland, and the various municipalities within Cortland County, AND

WHEREAS, the gross deduction for County purposes will be provide for quarterly, AND

WHEREAS, the 2022 first quarter sales tax information has been provided by the New York State Comptroller's Office showing a total collection for first quarter 2022 to be \$9,099,336.01, AND

WHEREAS, the total amount available for distribution is \$8,724,336.01, after the direct deduction for County purposes, AND

WHEREAS, individual municipalities by resolution have opted to apply a portion of their sales tax dollars to off-set the property tax levy and that amount (\$670,000.00) is to be withheld from the quarterly distribution, AND

WHEREAS, Cortland County receives (54%), or \$4,711,141.45 of the total net quarterly distribution, AND

WHEREAS, respective payments are now ready for disbursement, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature authorizes the County Treasurer or designee to release sales tax payments for the first quarter of 2022 as so stated below from Account No. A19855.54101 in either the form of a county check or by direct bank transfer as per the request of the receiving municipality:

Municipality	Distribution Amount Pre-Tax Credit	Applied Tax Credits	Net Distribution After Tax Credit	Balance Owed Against Tax Credits
Cortland, City of	\$1,548,569.64	\$-0-	\$1,548,569.64	\$-0-
Cincinnatus, Town of	\$72,340.89	\$-0-	\$72,340.89	\$-0-
Cortlandville, Town of	\$773,753.32	\$-0-	\$773,753.32	\$-0-
Cuyler, Town of	\$65,904.68	\$(28,750.00)	\$37,154.68	\$-0-
Freetown, Town of	\$49,549.03	\$-0-	\$49,549.03	\$-0-
Harford, Town of	\$78,348.22	\$(70,000.00)	\$8,348.22	\$-0-
Homer, Town of	\$263,876.33	\$-0-	\$263,876.33	\$-0-
Homer, Village of	\$187,683.22	\$-0-	\$187,683.22	\$-0-
Lapeer, Town of	\$102,152.33	\$(77,500.00)	\$24,652.33	\$-0-
Marathon, Town of	\$78,306.81	\$-0-	\$78,306.81	\$-0-
Marathon, Village of	\$39,575.64	\$-0-	\$39,575.64	\$-0-
McGraw, Village of	\$34,373.02	\$-0-	\$34,373.02	\$-0-
Preble, Town of	\$134,446.81	\$-0-	\$134,446.81	\$-0-
Scott, Town of	\$79,756.53	\$-0-	\$79,756.53	\$-0-
Solon, Town of	\$73,707.62	\$-0-	\$73,707.62	\$-0-
Taylor, Town of	\$43,246.02	\$(20,000.00)	\$23,246.02	\$-0-
Truxton, Town of	\$95,187.58	\$(90,000.00)	\$5,187.58	\$-0-
Virgil, Town of	\$228,316.95	\$(16,250.00)	\$212,066.95	\$-0-
Willet, Town of	\$64,099.92	\$-0-	\$64,099.92	\$-0-
Total	\$4,013,194.56	\$(302,500.00)	\$3,710,694.56	\$-0-

, AND BE IT FURTHER

RESOLVED, that the Cortland County Treasurer or designee is hereby directed to deposit the County's "off the top" sum of \$375,000 in the appropriate reserves and accounts as designated in Resolution No. 294-20.

ON MOTION OF WAGNER

AGENDA ITEM NO. 5

Authorize Allocation of American Rescue Plan Funding to the Cortland County Business Development Corporation

WHEREAS, Cortland County has been awarded over \$9,000,000 through the Federal American Rescue Plan to support projects that will provide for economic resiliency and enhance communities that have been negatively affected by the COVID-19 pandemic, AND

WHEREAS, with Resolution No. 315-21 the Cortland County Legislature approved the allocation of \$300,000 of the federal aid revenue to the Cortland County Business Development Corporation to administer a Downtown Assistance Program, a Façade Improvement Program and a Small Business Expansion Assistance Program, AND

WHEREAS, the Cortland County Business Development Corporation received over 80 applications from small businesses throughout Cortland County, AND

WHEREAS, the small businesses, through the Downtown Assistance Program, a Façade Improvement Program and a Small Business Expansion Assistance Program, are putting private investment into the Cortland County business community, AND

WHEREAS, the Business Development Corporation is in need of more funding to allow them to assist all eligible applications, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate an additional \$300,000 of the federal aid revenue to the Cortland County Business Development Corporation to administer a Downtown Assistance Program, a Façade Improvement Program and a Small Business Expansion Assistance Program, AND

WHEREAS, a reporting of all monies spent and backup documentation must be submitted to Cortland County for reporting to the Federal Government, AND

WHEREAS, any funds spent that are not reported to the County and/or not utilized for the specific purposes outlined in this resolution need to be returned to Cortland County in a timely manner, AND

WHEREAS, should the project(s) outlined in this resolution not begin by December 31, 2023, all funding provided by Cortland County is to be returned to Cortland County, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes \$300,000 of the Federal American Rescue Plan funds to the Cortland County Business Development Corporation to administer a Downtown Assistance Program, a Façade Improvement Program and a Small Business Expansion Assistance Program, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign a contract with the Cortland County Business Development Corporation for said purposes.

Authorize Use of American Rescue Plan Funds for Legislative Chambers and Committee Room Updates

WHEREAS, Cortland County has been awarded over \$9,000,000 through the Federal American Rescue Plan to support projects that will provide for economic resiliency and enhance communities that have been negatively affected by the COVID-19 pandemic, AND

WHEREAS, there is a need to update the Cortland County Legislative Chambers and committee rooms to have the ability to hold efficient virtual meetings, AND

WHEREAS, the Buildings and Grounds Committee and the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed the allocation of \$300,000 of the federal aid revenue for Legislative Chambers and committee room renovations at the County Office Building, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the allocation of \$300,000 of the federal aid revenue for Legislative Chambers and committee room renovations at the County Office Building, AND BE IT FURTHER

RESOLVED, the 2022 Cortland County budget be and hereby is amended as follows:

Increase:

A132544.44089.ARP	Federal Aid Revenue	\$300,000
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A10405.54055.ARP	Professional Services	\$300,000
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, AND BE IT FURTHER

RESOLVED, that the County Administrator is hereby authorized, upon approval by the County Attorney or designee, to enter into agreements for the Legislative Chambers and committee room renovations at the County Office Building.

Authorize Use of American Rescue Plan Funds for County Office Building HVAC Project (3Rd Floor)

WHEREAS, Cortland County has been awarded over \$9,000,000 through the Federal American Rescue Plan to support projects that will provide for economic resiliency and enhance communities that have been negatively affected by the COVID-19 pandemic, AND

WHEREAS, the Buildings and Grounds Committee and the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed the allocation of \$500,000 of the federal aid revenue for HVAC renovations for the third floor of the County Office Building, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the allocation of \$500,000 of the federal aid revenue for HVAC renovations for the third floor of the County Office Building, AND BE IT FURTHER

RESOLVED, the 2022 Cortland County budget be and hereby is amended as follows:

Increase:

A132544.44089.ARP Federal Aid Revenue \$500,000

A16205.52320.ARP B&G - Building Improvements \$500,000

, AND BE IT FURTHER

RESOLVED, that the County Administrator is hereby authorized, upon approval by the County Attorney or designee, to enter into agreements for HVAC renovations for the third floor of the County Office Building for an amount not to exceed \$500,000.

ON MOTION OF WAGNER

AGENDA ITEM NO. 8

Authorize Use of American Rescue Plan Funds for the Cortland County Mental Health Building

WHEREAS, Cortland County has been awarded over \$9,000,000 through the Federal American Rescue Plan to support projects that will provide for economic resiliency and enhance communities that have been negatively affected by the COVID-19 pandemic, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed the allocation of \$2,000,000 of the federal aid revenue for renovations to the Cortland County Mental Health Building, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the allocation of \$2,000,000 of the federal aid revenue for renovations to the Cortland County Mental Health Building located at 111 Port Watson St., Cortland, NY, AND BE IT FURTHER

RESOLVED, the 2022 Cortland County budget be and hereby is amended as follows:

Increase:

A132544.44089.ARP Federal Aid Revenue \$2,000,000

A43115.52320.ARP Building Improvements \$2,000,000

, AND BE IT FURTHER

RESOLVED, that the County Administrator is hereby authorized, upon approval by the County Attorney or designee, to enter into agreements for renovations to the Cortland County Mental Health Building, AND BE IT FURTHER

RESOLVED, the Director of Finance shall carryover all unused funds to subsequent years until the project is completed or funds are expended, no later than fiscal year 2026.

ON MOTION OF WAGNER

AGENDA ITEM NO. 9

Authorize Use of American Rescue Plan Funding for Broadband & Dissolution of Federal Aid Allocation Citizen's Advisory Committee

WHEREAS, Cortland County has been awarded over \$9,000,000 through the Federal American Rescue Plan to support projects that will provide for economic resiliency and enhance communities that have been negatively affected by the COVID-19 pandemic, AND

WHEREAS, Resolution No. 142-21 established the Federal Aid Allocation Citizen's Advisory Committee to formulate a clear plan for the use of the Federal Aid being received, AND

WHEREAS, Resolution 14-22 reestablished the Federal Aid Allocation Citizen's Advisory Committee to continue allocating the Federal Aid received, AND

WHEREAS, the Federal Aid Allocation Citizen's Advisory Committee endorses the allocation of all unspent American Rescue Plan funds to broadband expansion in Cortland County, AND

WHEREAS, upon approval of the Cortland County Legislature, all American Rescue Plan funding received by Cortland County is allocated, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby allocates all unspent American Rescue Plan funding to broadband expansion in Cortland County through December 31, 2024, AND BE IT FURTHER

RESOLVED, that the Federal Aid Allocation Citizen's Advisory Committee be and hereby is dissolved as of April 28, 2022.

Discussion Items/Reports

1. Real Property Tax Services Monthly Reports
2. Finance Department Monthly Reports
4. Audit Department Monthly Budget Report

CONSENT AGENDA - Items on the Consent Agenda have been endorsed by the various standing committees. Budget & Finance Committee Members may request any item be pulled from the consent agenda for further discussion and separate vote

Referred from Ag/Planning/Environmental Committee

ON MOTION OF HARBIN

AGENDA ITEM NO. 1

Authorize County Contribution to the Cortland County Junior Fair

WHEREAS, the Cortland County Junior Fair is a staple of the Cortland County community for 68 years and promotes agriculture and the youth of the County, AND

WHEREAS, the Agriculture, Planning and Environmental Committee recommends contributing funds to the Cortland County Junior Fair, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby authorizes the County to contribute \$5,000 to the Cortland County Junior Fair, AND BE IT FURTHER

RESOLVED, that the 2022 Cortland County Budget be modified as follows:

INCREASE:

A64205.54780	Sponsor Contributions	\$5,000
A359900	Appropriated Fund Balance	\$5,000

Referred from Building & Grounds Committee

Referred from Health & Human Services

Referred from Judiciary & Public Safety Committee

ON MOTION OF NEWELL

AGENDA ITEM NO. 2

Authorize Agreement for Environmental Monitoring with Cortland County Soil and Water Conservation District - Highway Department Division of Solid Waste

WHEREAS, Cortland County is required to monitor ground water quality at the Cortland County Landfill, AND

WHEREAS, the Cortland County Soil and Water Conservation District has submitted a proposal to provide monitoring services and the associated report preparation for the Cortland County Landfill for a three year term of January 1, 2022 through December 31, 2024, AND

WHEREAS, the costs of said services will be \$74,000.00 per year, which may be invoiced quarterly, AND

WHEREAS, in addition, the Cortland County Soil and Water District will be entitled to additional compensation in the event of a substantial increase in costs required to provide such services. A substantial increase shall be defined as an increase in excess of 5% over the prior year for laboratory testing fees, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Administrator, upon review and approval as to form by the County Attorney or designee, is hereby authorized to execute an agreement with the Cortland County Soil and Water Conservation District to perform the environmental monitoring and the associated report preparation for the Cortland County Landfill for a cost of \$74,000.00 per year, to be paid from Landfill account EL81605.54055, on a quarterly basis commencing on January 1, 2022 and ending December 31, 2024.

ON MOTION OF NEWELL

AGENDA ITEM NO. 3

Amend 2022 Budget/Authorize Agreement/Installation of Active Landfill Gas Collection and Control System - Highway Department

WHEREAS, the Cortland County Landfill produces methane gas that is directly vented into the atmosphere, AND

WHEREAS, methane is a greenhouse gas that is approximately 25 times more potent than carbon dioxide and produces odors at the Cortland County Landfill and surrounding areas, AND

WHEREAS, Barton & Loguidice, D.P.C. provided a preliminary analysis of the estimated landfill gas generation at the Cortland County Landfill based upon the mass of waste in place at the landfill, the type of waste at the landfill, the landfill design life, the methane generation constant, the methane generation potential, the concentration of NMOC's as hexane, the volumetric percent of landfill gas that is methane and the volumetric percent of landfill gas that is carbon dioxide, AND

WHEREAS, through voluntary destruction of landfill gas with the installation of an active gas collection and flaring system, the County is eligible to become a carbon credit provider, AND

WHEREAS, the Cortland County Highway Committee supports the installation of an active gas collection and flaring system to reduce the amount of greenhouse gases emitted into the atmosphere from the landfill and to be eligible to become a carbon credit provider, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby approves of the installation of an active gas collection and flaring system at the Cortland County Landfill, AND BE IT FURTHER

RESOLVED, that the County Administrator and the Superintendent of Highways, upon approval from the County Attorney or designee as to form, be and hereby are authorized to enter into any agreements and award bids needed for the planning, installation and implementation of an active gas collection and flaring system at the Cortland County Landfill for a cost not to exceed \$1.7 million, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby authorizes the 2022 County Budget to be modified as necessary for said project, AND BE IT FURTHER

RESOLVED, that the funding for this project is to come from account A359900, Appropriated Fund Balance, as a loan from the General Fund to the Solid Waste Fund to be paid back with carbon credits received.

ON MOTION OF NEWELL

AGENDA ITEM NO. 4

Transfer Funds/Establish 2022 Projects for the Consolidated Local Street and Highway Improvement Program (CHIPS) PAVE-NY Funds and Extreme Winter Recovery Program (EWR) Funds/Create Projects - Highway Department

WHEREAS, the 2022 County Road Fund Budget included \$1,992,703 in funding for the Consolidated Local Street and Highway Improvement Program (CHIPS), \$555,598 under the program known as PAVE-NY, and \$369,997 in Extreme Winter Recovery (EWR), for a total of \$2,918,298, AND

WHEREAS, the County Road Rehab Projects were not yet determined at the time of the passing of the 2022 County Road Fund Budget, AND

WHEREAS, an amount of \$2,918,298.00 was budgeted in expense account D51125.54077 to be used when the projects were determined, AND

WHEREAS, the Cortland County Highway Superintendent has recommended that the following new projects be established for the 2022 Construction Season:

Fisher Avenue, Project # 7150
Health Camp Road, Project # 7151
McGraw Marathon Road Section G, Project # 7152
McGraw Marathon Road Section H, Project # 7153
Penelope Road, Project # 7233
Texas Valley Road, Project # 7155

, AND

WHEREAS, the following projects were established in 2021, and will be completed in 2022:

Page Green Road Section 1 Project # 7149
Preble Road, Project # 7146
Highland Road, Project # 7148

, NOW THEREFORE BE IT

RESOLVED, that the 2022 County Road Fund Budget be amended as follows:

DECREASE:				
D51125	54077		CHIPS EXPENSES	\$ 2,106,863.00

INCREASE:			PROJECTS	
			PREBLE ROAD	
D51125	51005	7146	PERSONAL SERVICES	\$ 8,990.00
D51125	54065	7146	EQUIPMENT	\$ 26,028.00
D51125	54077	7146	MATERIALS	\$ 94,068.00
D51125	58020	7146	RETIREMENT	\$ 2,374.00
D51125	58030	7146	FICA	\$ 1,297.00
D51125	58040	7146	WORKERS COMP	\$ 678.00
D51125	58060	7146	HEALTH	\$ 3,591.00
D51125	58062	7146	DENTAL	\$ 22.00
D51125	58065	7146	VISION	\$ 4.00
			TOTAL PROJECT	\$ 137,052.00
			HIGHLAND ROAD	
D51125	51005	7148	PERSONAL SERVICES	\$ 18,151.00
D51125	54065	7148	EQUIPMENT	\$ 48,060.00
D51125	54077	7148	MATERIALS	\$ 162,432.00
D51125	58020	7148	RETIREMENT	\$ 4,793.00
D51125	58030	7148	FICA	\$ 2,619.00
D51125	58040	7148	WORKERS COMP	\$ 1,369.00
D51125	58060	7148	HEALTH	\$ 7,251.00
D51125	58062	7148	DENTAL	\$ 45.00
D51125	58065	7148	VISION	\$ 8.00
			TOTAL PROJECT	\$ 244,728.00
			PAGE GREEN ROAD SECTION A	
D51125	51005	7149	PERSONAL SERVICES	\$ 11,280.00
D51125	54065	7149	EQUIPMENT	\$ 29,916.00
D51125	54077	7149	MATERIALS	\$ 201,960.00
D51125	58020	7149	RETIREMENT	\$ 2,979.00
D51125	58030	7149	FICA	\$ 1,628.00
D51125	58040	7149	WORKERS COMP	\$ 851.00
D51125	58060	7149	HEALTH	\$ 4,506.00
D51125	58062	7149	DENTAL	\$ 28.00
D51125	58065	7149	VISION	\$ 5.00
			TOTAL PROJECT	\$ 253,153.00
			FISHER AVE	
D51125	51005	7150	PERSONAL SERVICES	\$ 8,818.00
D51125	54065	7150	EQUIPMENT	\$ 45,036.00
D51125	54077	7150	MATERIALS	\$ 39,420.00
D51125	58020	7150	RETIREMENT	\$ 2,328.00
D51125	58030	7150	FICA	\$ 1,272.00
D51125	58040	7150	WORKERS COMP	\$ 665.00

D51125	58060	7150	HEALTH	\$ 3,523.00
D51125	58062	7150	DENTAL	\$ 22.00
D51125	58065	7150	VISION	\$ 4.00
			TOTAL PROJECT	\$ 101,088.00
			HEALTH CAMP ROAD	
D51125	51005	7151	PERSONAL SERVICES	\$ 33,096.00
D51125	54065	7151	EQUIPMENT	\$ 103,572.00
D51125	54077	7151	MATERIALS	\$ 152,604.00
D51125	58020	7151	RETIREMENT	\$ 8,739.00
D51125	58030	7151	FICA	\$ 4,775.00
D51125	58040	7151	WORKERS COMP	\$ 2,497.00
D51125	58060	7151	HEALTH	\$ 13,221.00
D51125	58062	7151	DENTAL	\$ 81.00
D51125	58065	7151	VISION	\$ 14.00
			TOTAL PROJECT	\$ 318,599.00
			MCGRAW MARATHON ROAD SECTION G	
D51125	51005	7152	PERSONAL SERVICES	\$ 16,462.00
D51125	54065	7152	EQUIPMENT	\$ 110,538.00
D51125	54077	7152	MATERIALS	\$ 149,418.00
D51125	58020	7152	RETIREMENT	\$ 4,347.00
D51125	58030	7152	FICA	\$ 2,375.00
D51125	58040	7152	WORKERS COMP	\$ 1,242.00
D51125	58060	7152	HEALTH	\$ 6,576.00
D51125	58062	7152	DENTAL	\$ 40.00
D51125	58065	7152	VISION	\$ 7.00
			TOTAL PROJECT	\$ 291,005.00
			MCGRAW MARATHON ROAD SECTION H	
D51125	51005	7153	PERSONAL SERVICES	\$ 16,462.00
D51125	54065	7153	EQUIPMENT	\$ 110,538.00
D51125	54077	7153	MATERIALS	\$ 149,418.00
D51125	58020	7153	RETIREMENT	\$ 4,347.00
D51125	58030	7153	FICA	\$ 2,375.00
D51125	58040	7153	WORKERS COMP	\$ 1,242.00
D51125	58060	7153	HEALTH	\$ 6,576.00
D51125	58062	7153	DENTAL	\$ 40.00
D51125	58065	7153	VISION	\$ 7.00
			TOTAL PROJECT	\$ 291,005.00
			PENELOPE ROAD	
D51125	51005	7233	PERSONAL SERVICES	\$ 14,258.00
D51125	54065	7233	EQUIPMENT	\$ 52,812.00
D51125	54077	7233	MATERIALS	\$ 41,472.00
D51125	58020	7233	RETIREMENT	\$ 3,765.00

D51125	58030	7233	FICA	\$ 2,057.00
D51125	58040	7233	WORKERS COMP	\$ 1,076.00
D51125	58060	7233	HEALTH	\$ 5,696.00
D51125	58062	7233	DENTAL	\$ 35.00
D51125	58065	7233	VISION	\$ 6.00
			TOTAL PROJECT	\$ 121,177.00
			TEXAS VALLEY ROAD	
D51125	51005	7155	PERSONAL SERVICES	\$ 21,358.00
D51125	54065	7155	EQUIPMENT	\$ 139,320.00
D51125	54077	7155	MATERIALS	\$ 169,452.00
D51125	58020	7155	RETIREMENT	\$ 5,640.00
D51125	58030	7155	FICA	\$ 3,082.00
D51125	58040	7155	WORKERS COMP	\$ 1,611.00
D51125	58060	7155	HEALTH	\$ 8,532.00
D51125	58062	7155	DENTAL	\$ 52.00
D51125	58065	7155	VISION	\$ 9.00
			TOTAL PROJECT	\$ 349,056.00
			TOTAL INCREASE	\$ 2,106,863.00

, AND BE IT FURTHER

RESOLVED, that more projects will be added as time allows during the 2022 Construction Season.

ON MOTION OF NEWELL

AGENDA ITEM NO. 5

Allocate 2021 Fund Balance to Airport Reserve - Highway Department/Cortland County Airport

WHEREAS, the Cortland County Legislature adopted Resolution No. 269-17 which directed that the gain or loss from A5610 accounts be placed into a dedicated reserve fund, AND

WHEREAS, the Airport had a gain in 2021 of \$52,284.74, AND

WHEREAS, a Board resolution is required annually to move the funds into said Airport Reserve, NOW THEREFORE BE IT

RESOLVED that the Airport Reserve (A386300.ARPT) be increased \$52,284.74 for 2021 gains.

Referred from Government Operations Committee

ON MOTION OF STOCK

AGENDA ITEM NO. 6

Mortgage Tax Disbursement October 1, 2021 - March 31, 2022 - County Clerk

WHEREAS, in accordance with NYS Tax Law, Article 11, § 261, the Semi Annual Mortgage Tax Report for October 1, 2021-March 31, 2022, has been prepared and submitted by the Cortland County Clerk and has been approved by the NYS Department of Taxation and Finance, AND

WHEREAS, the Basic Mortgage Tax has been submitted with interest to the Cortland County Treasurer, AND

WHEREAS, the mortgage tax has been calculated to apportion the basic mortgage between the towns and villages, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature authorize the County Treasurer to make payments to each of the tax districts within the County of Cortland as shown below, either by check or by electronic bank deposit based on the request of the receiving municipality.

Cortland, City of	\$130,184.39
Cincinnatus, Town of	7,104.30
Cortlandville, Town of	126,671.78
McGraw, Village of	3,538.98
Homer, Village of	378.71
Cuyler, Town of	3,343.37
Freetown, Town of	3,278.15
Harford, Town of	9,474.81
Homer, Town of	34,296.69
Homer Village of	25,851.84
Lapeer, Town of	5,224.32
Marathon, Town of	12,459.77
Marathon, Village of	6,650.31
Preble, Town of	13,781.94
Scott, Town of	16,227.03
Solon, Town of	7,386.05
Taylor, Town of	4,330.24
Truxton, Town of	17,050.71
Virgil, Town of	40,730.35
Willet, Town of	2,195.08
TOTAL	\$470,158.82

ON MOTION OF FAIRCHILD-PRESTON

AGENDA ITEM NO. 7

Create Position Landfill Equipment Operator for Highway Department - Solid Waste Division - Personnel

WHEREAS, the needs of the Landfill will be better served by creating one full-time position of Landfill Equipment Operator, AND

WHEREAS, the Highway Committee recommends the creation of this position, NOW THEREFORE BE IT

RESOLVED, that one full-time position of Landfill Equipment Operator (CSEA, Grade 14, \$20.6041- 26.0742/hr, non-competitive class, full-time with benefits) be created on April 28, 2022 with approval to fill.

ON MOTION OF STOCK

AGENDA ITEM NO. 8

Adopt Changes to Management Compensation Plan for Department Heads, Management Employees and Management/Confidential Employees/Reallocate Various Positions in Cortland County CSEA Unit #6550, Local 812/Abolish/Create Various Positions - Personnel Department

WHEREAS, a compensation analysis of all positions in the Cortland County Management Compensation Plan for Department Heads, Management Employees and Management/Confidential Employees and the Cortland County CSEA Unit #6550, Local 812, was conducted and completed by the Burke Group, AND

WHEREAS, the analysis recommended options for the Cortland County Legislature to implement in order to bring Cortland County employee salaries in line with current market values, AND

WHEREAS, upon conducting the analysis, additional recommendations were presented for certain positions to be abolished and created, NOW THEREFORE BE IT

RESOLVED, that effective June 27, 2022, the Management Compensation Plan for Department Heads, Management Employees and Management/Confidential Employees will be amended as attached, AND BE IT FURTHER

RESOLVED, that effective June 27, 2022, various CSEA positions will be reallocated as attached, AND BE IT FURTHER

RESOLVED, that effective June 27, 2022, the following positions will be abolished and created with approval to fill:

Abolish

Mental Health

Office Manager
Senior Account Clerk (2)
Medical Services Clerk (2)
Youth Project Director
Licensed Master Social Worker (9)
Licensed Clinical Social Worker (5)

Grant Administration

Grant Administrator

Planning

Secretary 1

Elections

Senior Election Clerk (2)

Create

Executive Administrative Officer
Principal Account Clerk (2)
Senior Medical Services Clerk (2)
SPOA Coordinator
Mental Health Clinician (9)
Senior Mental Health Clinician (5)
Senior Account Clerk

Workforce Development Director

Fiscal Officer

Deputy Election Commissioner (2)

, AND BE IT FURTHER

RESOLVED, that the 2022 County Budget be modified as needed for said changes with funds budgeted in A19905.54775 Contingency.

ON MOTION OF STOCK

AGENDA ITEM NO. 9

Adopt Local Law "C" for the Year 2022 a Local Law to Increase Salary of Officers Elected or Appointed for a Fixed Term During the Term of Office

WHEREAS, said Local Law has been in its final form upon the desks of the members of the Legislature at least seven (7) calendar days, exclusive of Sunday, prior to this date, AND

WHEREAS, a public hearing thereon has been held before this Legislature after publication of notice thereof as legally required, NOW THEREFORE BE IT

RESOLVED, that Local Law 5 for the year 2022 is hereby adopted and shall take effect upon the filing thereof in the Office of the Secretary of State as provided by Municipal Home Rule Law, AND BE IT FURTHER

RESOLVED, that, as this local law is subject to permissive referendum, the Clerk of the Legislature shall cause an abstract of this local law to be published in the County's official newspaper at least once a week for two successive weeks, the first publication of which shall be had within ten days after the local law is adopted, NOW THEREFORE

BE IT ENACTED by the Legislature of the County of Cortland, as follows:

SECTION 1.
LEGISLATIVE INTENT

The County Legislature hereby states the intent of this local law is to preserve the integrity of the Management Compensation Plan, the goal of which is to treat all employees equally by maintaining grade level salary increments attached to years of service to the County. It is therefore necessary for the County Legislature to extend by local law the same increase in salary for those County officers elected or appointed for a fixed term, in compliance with New York State County Law §201, as has been previously Confidential Employees through Cortland County Local Law No. 4 of 2011.

SECTION II.

The Cortland County Employment Policy Manual for Department Heads, Management and Management/Confidential Employees includes a Grade and Step Schedule, with salary increments tied to grade levels and years of service. Certain officers are excluded pursuant to New York State County §201, as the salary of any officer elected or appointed for a fixed term may only be increased by local law subject to permissive referendum as provided for in Municipal Home Rule Law §24(2)(h).

SECTION III.

The same rate of annual salary increase for fiscal year 2022 extended to Cortland County Management and Management/Confidential Employees through the modification of the Grade and Step Schedule, shall be provided to those officers elected or appointed for a fixed term, during their term of office. The annual salary of said officers elected or appointed for a fixed term, during their term of office, is to be adjusted and paid over the balance of the 2022 calendar year, upon the effective date of this local law.

This Local Law shall function to increase the salary of the following officers elected or appointed for a fixed term, during their term of office:

Elected office include:

County Clerk
County Coroner (s)
County Sheriff
County Treasurer

Officers appointed for a fixed term include:

Clerk of the Legislature
County Attorney
Public Defender
Veteran's Services Officer
Commissioner of Social Services
Highway Superintendent
Personnel Officer
Public Health Director
Real Property Tax Services Director

SECTION IV:

This local law is subject to permissive referendum and shall not take effect until June 27, 2022, which is at least forty-five (45) days after its adoption as provided for by Municipal Home Rule Law §24.

Adjournment